

Water and Wastewater Facility Operators Certification Board

2015 Contractor's Report



Prepared by:

**The Colorado Environmental Certification and Training, Inc. in conjunction with
Total Event And Management Services, Inc., the Operator Certification Program
Office.**



2015 Contractor's Report

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SECTION 1

Overview



2015 Contractor's Report OVERVIEW

Colorado Environmental Certification and Training, Inc., (CECTI) is composed of two divisions: Distribution and Collection Division (a.k.a , Certification Council) and the Treatment Division. Each has its own Board, officers, and Committee Chairs. Originally the Treatment Division was known as CECTI, but with the merger of the two divisions, the overall program name is now CECTI, in order to retain the 501c (3) IRS tax status.

The Colorado certification program is unique, in that the vast majority of other Certification programs are based in State Regulator offices. In 2006, this unique aspect culminated in the Colorado Program receiving the highly coveted Certification Program Award from ABC: "In recognition of outstanding contribution toward establishing or advancing certification."

CECTI and its contractor have strived to serve not only the Certified Water Professionals of Colorado, but the Public, by insuring safe, quality water throughout the State. The Volunteers, with the cooperation of their employers, donate many hours of work by reviewing exam applications, proctoring at exam sites, serving as officers and sometimes performing as Instructors. They are well-suited for this since each officer or committee has reached the highest level in their category. Indeed, this is a criteria for service in the divisions. The contractor, TEAMS, exists to disseminate information and to allow Trainers to submit courses for review. The Review Committee can review courses online from anywhere and at anytime. In turn, this shortens the time between submission and approval in order to bring the most up-to-date education to Colorado CWP's.

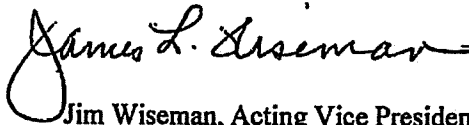
Milestones for 2015 include, but are not limited to:

- A) Developed, and disseminated nationally, a Request for Proposal for Administrative Services performed at the Operator Certification Program Office.
- B) Upon review of Proposals, Candidate companies' proposal were reviewed and three were chosen for personal interviews. Ultimately, TEAMS, Inc. was selected to continue as the Administrative Services Company until July, 2019.
- C) The online testing component continues to increase. 1,696 exams were given electronically in 2015. Because of the use of online, two more testing sites have been added: Grand Junction and Pueblo Community College. Further, the office testing site has been increased to allow for 24 people to be able to take exams in both the morning and afternoon. We now has equipment that allows us to view the testing room from any other location in the office.
- D) The office of President-Elect was added to the CECTI Board in order to allow whomever is selected to become familiar with duties and responsibilities prior to taking over the position in January 2015.

Because of the partnership of Volunteer SMEs and OCPO Staff, who are not Water Professionals, we continue to be able to bring the most up-to-date Certification Testing to Colorado CWP's. More explanation of the more than 100 industry- related partners/volunteers time and value to the program is shown elsewhere in this report. The listing may not include all of them, but CECTI and OCPO extend their gratitude to all listed and those who are not, for all they have done to further the cause of bringing safe, clean water to Colorado and its citizens.



Ortilano (Bobby) Oligo, President
CECTI



Jim Wiseman, Acting Vice President
CECTI



Sylvia Rottman, Administrator
OCPO

SECTION 2

Boards, Committee Chairs, Volunteers



2015 BOARDS AND DIVISION VOLUNTEERS

*Board members volunteer their time on various committees in addition to performing the duties and responsibilities of their respective position on the Board or in the Divisions

Colorado Environmental Certification & Training, Inc. (CECTI)

Board of Directors

President:	Bobby Oligo, City of Aurora - W/WW Treatment Division
Chairman Pro Tem	Jim Wiseman, Retired – C & D Division
Past President:	Jim Wiseman, Retired – C & D Division
Secretary:	Rich Platt, Town of Castle Rock – C&D Division
Treasurer: Division	Bob Hastings, Prairie View Subdivision – W/WW Treatment
Director of C&D:	Coby Shurtleff, Town of Windsor – C&D Division
Director of W/WW:	Mike Boyett, Littleton/Englewood - W/WW Treatment Division
Reciprocity Chair:	Bruce Chameroy, Town of Erie - W/WW Treatment Division

Water/Wastewater Treatment Division of CECTI

President:	Mike Boyett, Littleton/Englewood
Vice President:	Kirk Watson, City of Aurora
Treasurer:	R E "Bob" Hastings, Prairie View Subdivision - CRWA
Secretary:	Dannie McMillan, Town of Cheyenne Wells
Directors:	Ed Zimbleman, City of Lafayette
	Julie Smith, Miller Coors
	Bruce Chameroy, Town of Erie
	Mark Foxworthy, CRWA
	Bobby Oligo, City of Aurora

Distribution and Collection Division of CECTI

Chairman Pro Tem	Jim Wiseman, Retired – C & D Division
Secretary	James (Jim) Jamsay, North Washington W&S District
Treasurer	Jim Wiseman, Retired
WW Committee Chairman	Richard (Rich) Platt, Town of Castle Rock
Water Committee Chairman	Don Williams, St. Charles Mesa Water District

Committee Members:

Kevin Brown, City of Glendale
Jan Cranor, City of Fort Collins
Gene Hazlett, City of Glendale
David Hoagland, TW Summit
Kris Kampmann, City of Longmont
Jerry McClain, Retired
Robert (Bob) Morphis, Aurora Water
Kirk Skogen, Aurora Water
Jeff TerAvest, City of Longmont
Matthew Trujillo, Pueblo Board of Water Works

Ex Officio:

Betsy Beaver, Retired
Terry Book, Pueblo Board of Water Works
Jimmie Lujan, Retired
Ray Olson, DSR
Coby Shurtleff, Retired
Walt Weers, Retired

VOLUNTEERS - INDUSTRY PARTNERS

CECTI and its Divisions are dependent on industry partners who volunteer their time to support the certification program. Industry partners are subject matter experts in their respective segment of the Water/Wastewater industry. They assist board members on various committees and provide training to operators. Industry partners volunteer their time and share their expertise by teaching at the Distribution and Collection Systems Short School and serving on various committees such as Training Unit Review and Approval, Exam Review, Application Review, Certification Renewal, Reciprocity Review, as well as serving as Proctors at exam sites.

CECTI and its Divisions would like to thank the following CWP's and Industry Partners for their time, effort, and for sharing their expertise with the operators of Colorado.

Jeff Adler, Automation Services	Reuben Frank, Sand Creek Water Reuse, Aurora
Andy Andreatta, Mueller Company	Chuck Goin, CRWA
Jason Ahrens, City of Grand Junction	Kris Graham, United Rentals
Bob Allen, City of Longmont	Jan Grengs, Littleton/Englewood WW TP
Martin Alvis, Metro WW Reclamation District	Pat Gustafason, Retired
Dave Anderson, Utility Technical Services	Martha Hahn, Plum Creek WW Authority
Bennie Archuleta, Project 7	Ralph Haight, Aurora Water
Steve Austin, Underground Solutions	Fred Hand, CRWA
Daniel Babyak, Denver Water	Steve Hettinger, City of Greeley
Roger Baker, City of Westminster	Sidney Innerebner, Indigo Water Group
Craig Barnes, Metro WW Reclamation District	James Kahler, Aurora Water
Gabrielle Begeman, ORC Water Professionals	Ken Kloewer, City of Englewood, Allen WTP
Jimmy Boardman, Denver Water	Hart Krumrine, Aurora Water
Brian Breault, City of Grand Junction	Richard Leger, Aurora Water
Tony Ciancio, Water Technology Group	Gail Lucas, Frachetti Engineering
Anthony Coca, Trinidad Correctional Facility	Jon Mays, Town of Erie
Dale Colerick, City of Brush	Byron McElhinney, City of Golden
Ashley Dalton, City of Golden	John McEncroe, Town of Morrison
Darrell Davis, San Luis Valley Masonic Park	Jim Medlock, City of Boulder
Andy Dieter, Town of Castle Rock	Pete Miller, Eagle River Water Sanitation Dist.
Roy Duchow, City of Lafayette	Andy Mitchell, City of Delta
Steve Dunn, Xcel	Charles Moerke, Aurora Water
Chantel Evans, Insituform	Rod Neumayer, Aurora Water
Greg Farmer, Littleton/Englewood WWTP	Harriet Noyes, The Ellamae Phillips Company

Joe Opila, Washington Group at Rocky
Mountain Arsenal
Gary Parham, Lockheed Martin
Mahendra Patel, Littleton/Englewood WWTP
Warren Potter, City of Lafayette
Carrie Powers, City of Glendale
Gene Putman, City of Thornton
John Ramsay, Consultant
John Roberts, HD Supply
Chris Salazar, Aurora Water
Sherry Scaggiari, Aurora Water
Ralph Shearer, City of Delta
Paul Shreve, CRWA

Edyta Stec-Uddin, Metro WW Reclamation
Pat Sullivan, North Table Mountain W&S
John Tedder, isiWest
Phillip VanDunk, Aurora Water
Dale Walls, American Flow Control
Rob Webber, Suncor
Jackie Whelan, CDPHE
Gragg White, Canyon Systems
Gordon Whittaker, CDPHE
Tim Woodard, City of Westminster

OCPO Administrative

Sylvia Rottman	Teresa Tezak
Joyce Paxton	Jo Ann Vold
Shirley Denman	Kay Dudek
Lori Sayler	

SECTION 3

Volunteer Committee Descriptions



VOLUNTEER COMMITTEE DESCRIPTIONS

A brief description of the committees follows:

The Calendar Committee develops a calendar based on the 3-cycle exam program to insure sites for exams for the upcoming deadlines.

The Exam Application Committee volunteers average about 25, and meet 3-times a year after each deadline date to review the exam applications for approval to take the requested exams. If an application is disapproved, the applicant is notified and can resubmit with the requested information within the stated time.

The Exam Review Committee works with the test supplier for insertion of Colorado questions, based on the "Need to Know" documents, into the exams and recommendations on information supplied. There are Committee volunteers for each of the 8 exam categories.

The Proctor Committee consists of more than 30 volunteers from both divisions who spend hundreds of hours, covering all exam sites in all the corners of the state and travel over 10,000 plus miles to administer the exams.

The Reciprocity Committee consists of 10 volunteers from both divisions and works with the Reciprocity Decision Flow Chart and Guidelines document. The committee reviews and makes recommendations on applications. All recommendations from the committee are approved by the WWFOCB.

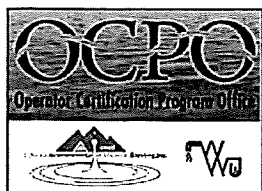
The Renewal Committee consists of 8 volunteers of both divisions who review applications to see that they have met the criteria; i.e., hands-on time, TU acquisitions, proper backup documents, etc.

The Training Unit Approval Committee consists of SMEs from all segments of the certification program to review courses for approval for TUs. Courses are submitted electronically and committee members can review on their time by logging into the OCPO website. Additionally, a number of individual courses were reviewed manually.

SECTION 4

Statistical Compilations





Active Operator Counts

Active Operator Counts

Invalid Address	Applicants	Active with Restorable certs	Active with Unexpired certs
<input checked="" type="checkbox"/>	1091	197	72
<input type="checkbox"/>	10139	6211	5498
Total:	11230	6408	5570
OPs with Email:	8223	5476	4818

Active certificate Counts by Classification (excluding restorable)

Collection 1	910
Collection 2	520
Collection 3	219
Collection 4	650
Distribution 1	1290
Distribution 2	729
Distribution 3	282
Distribution 4	824
Industrial Wastewater A	112
Industrial Wastewater B	61
Industrial Wastewater C	160
Industrial Wastewater D	213
Small Wastewater System	177
Small Water System	543
Wastewater A	569
Wastewater B	193
Wastewater C	434
Wastewater D	759
Water A	745
Water B	339
Water C	606
Water D	893
Water Transient Non-community System	62
	11290

Active Operator Counts, 2011-2015*

Water Treatment								
	W-A	W-B	W-C	W-D	W-S	W-T		
2011	760	239	569	778	539	75		
2012	795	303	637	856	584	76		
2013	778	336	623	906	582	77		
2014	792	343	633	929	580	69		
2015	745	339	606	893	543	62		
Wastewater Treatment								
	WW-A	WW-B	WW-C	WW-D	WW-S			
2011	580	146	401	671				
2012	609	160	423	772	204			
2013	599	162	448	788	191			
2014	608	183	481	785	189			
2015	569	193	434	759	177			
Industrial Wastewater Treatment								
	Ind-A	Ind-B	Ind-C	Ind-D				
2011	113	31	174	172				
2012	117	32	176	166				
2013	119	47	172	184				
2014	125	60	173	209				
2015	112	61	160	213				
Water Distribution				Wastewater Collection				
	D-1	D-2	D-3	D-4	C-1	C-2	C-3	C-4
2011	1079	604	139	865	699	401	145	687
2012	1117	631	179	879	765	390	160	684
2013	1145	635	203	857	804	417	163	666
2014	1272	696	246	845	887	465	189	661
2015	1290	729	282	824	910	520	219	650

* Active operator counts not available for years 2008-2010

2015- Examination Pass/Fail Rates, Written

Exam Year	Applications Received Total	Applications Approved¹ Total	Exams Taken <i>Written</i>	Pass <i>Written</i>	Pass Rate <i>Written</i>	Fail <i>Written</i>	Fail Rate <i>Written</i>
2015	3419*	3259*	1350	706	52.3%	644	47.7%

*Total for Combined Testing Methods

2015 - Combined Testing Methods

Applications received	3419
Applications approved	3259
Exams taken written	1350
Exams taken electronically	1696
Pass written	706
Pass electronically	1062
Pass rate written	52.3%
Pass rate electronically	62.7%
Failed written	644
Failed electronically	634
Fail rate written	47.7%
Fail rate electronically	37.3%

Certificates Issued – 2015

New, Renewal, and By Reciprocity

Water Treatment	816
Water Distribution	1027
Wastewater Treatment	625
Industrial Wastewater	176
Wastewater Collection	781
Class S Water	193
Class T Water	15
Class S Wastewater	61
TOTAL	3694

2015 TESTING (Written)

PASS/FAIL PERCENTAGES

By Class and Level

	p	f	pass %	fail %
W-A	6	37	13.95%	86.05%
W-B	31	20	60.78%	39.22%
W-C	35	10	77.78%	22.22%
W-D	68	45	60.18%	39.82%
TNC	3	0	100.00%	0.00%
WW-A	5	12	29.41%	70.59%
WW-B	11	48	18.64%	81.36%
WW-C	14	24	36.84%	63.16%
WW-D	67	58	53.60%	46.40%
SmWW	22	12	64.71%	35.29%
SmW	43	6	87.76%	12.24%
IndWW-A	1	1	50.00%	50.00%
IndWW-B	3	4	42.86%	57.14%
IndWW-C	4	14	22.22%	77.78%
IndWW-D	23	5	82.14%	17.86%
D-1	117	91	56.25%	43.75%
D-2	47	61	43.52%	56.48%
D-3	15	53	22.06%	77.94%
D-4	8	39	17.02%	82.98%
C-1	95	51	65.07%	34.93%
C-2	51	30	62.96%	37.04%
C-3	20	14	58.82%	41.18%
C-4	8	27	22.86%	77.14%
	697	662	51.20%	48.80%

2015 Year End

online test results - Treatment

			no	tests		
	pass	fail	show	scheduled	pass %	fail %
W-A	30	49	10	89	37.97%	62.03%
W-B	42	27	7	76	60.87%	39.13%
W-C	52	17	1	70	75.36%	24.64%
W-D	94	27	11	132	77.69%	22.31%
WW-A	36	33	6	75	52.17%	47.83%
WW-B	31	66	4	101	31.96%	68.04%
WW-C	37	35	4	76	51.39%	48.61%
WW-D	64	50	9	123	56.14%	43.86%
Ind-A	72	19	2	38	79.12%	20.88%
Ind-B	9	4	1	14	69.23%	30.77%
Ind-C	11	7	0	18	61.11%	38.89%
Ind-D	32	1	1	34	96.97%	3.03%
SmW	26	1	3	30	96.30%	3.70%
SmWW	12	5	2	19	70.59%	29.41%
TNC	3	4	1	10	42.86%	57.14%
Total	551	345	62	905	61.50%	38.50%

2015 Year End

online test results - D & C

			no	tests		
	pass	fail	show	scheduled	pass %	fail %
D-1	136	51	9	196	72.73%	27.27%
D-2	71	54	6	131	56.80%	43.20%
D-3	43	45	2	90	48.86%	51.14%
D-4	30	62	4	96	32.61%	67.39%
C-1	110	24	3	137	82.09%	17.91%
C-2	62	21	4	87	74.70%	25.30%
C-3	35	8	2	45	81.40%	18.60%
C-4	22	24	1	47	47.83%	52.17%
SmW	2	0	0	2	100.00%	0.00%
SmWW	0	0	0	0	N/A	N/A
Total	511	289	31	831	63.88%	36.13%

CECTI Volunteer Value 2015

Distribution & Collection Division

Committee/Activity	# of Volunteers	# of Hours	# of Meetings	Total Hours
Exam Appl. Review	13	2	3	78
Renewal	4	2	11	88
Item Writers/Test Reviewers	11	2	2	44
Division Meetings	13	2.5	11	358
WWFOCB Meetings	1	4	6	24
Proctoring (Avg.5)	5	8	10	400
Proposal Review	3	2	3	18
Reciprocity	2	5	6	60
Administrative (Chmn.)	1	1.5	12	78
ABC Comm.	3	24	1	72
ABC Conference	3	30	1	90
TOTAL D & C Division				1,310

Water/Wastewater Treatment Division

Committee/Activity	# of Volunteers	# of Hours	# of Meetings	Total
Exam Appl. Review	6	4	3	72
Renewal	4	2	11	88
Item Writers/Test Reviewers	8	2	2	32
Division Meetings	6	2.5	6	135
WWFOCB Meetings	2	4	6	48
Proctoring (Avg.5)	5	8	15	600
Reciprocity	4	5	6	120
Proposal Review	3	2	3	18
Admin (Director)	1	5	6	30
ABC Comm.	1	24	1	24
ABC Conference	3	30	1	90
Total W/WWT Div.				1,347
WWFOCB	9	4	6	216
<u><i>Jt. TU Approval*</i></u>	15	Hours x Courses	500	500

Grand Total

3,373 hours

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\$ Value: 320,100.00 at 2005 level; **\$391,268.00** at 2015 level

This figure of \$116.00 per hour was reached using the median cost of a Consultant in 2011.

The total program cost for 2015 was \$629,858.00 with 62.1% of the total cost being defrayed by Volunteer-related activity. The program cost for 2015 includes additional electronic equipment, desks and chairs to increase the number of stations in OCPO from 10 to 24 stations. It also includes the added cost related to increasing on-line testing in 2 remote areas: Grand Junction and Pueblo

*It has been computed that it takes 55 minutes for the Committee to review a course. The number of committee members varies, based on what SME is needed, however, the review time stays the same. This does not include the 78 courses that are complimentary due to being a State-approved education program (i.e., Pueblo CC; Red Rocks, etc.)

SECTION 5

Financial Statements



CECTI

Profit & Loss Prev Year Comparison

January through December 2015

	Jan - Dec 15	Jan - Dec 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
CU-Short School	19,628.04	51,786.13	-32,158.09	-62.1%
Income				
Late Fee	26,350.00	28,350.00	-2,000.00	-7.06%
Application-Test Fee	209,415.00	189,780.00	19,635.00	10.35%
Bank Fee-NSF checks	150.00	175.00	-25.00	-14.29%
Certificate Request-general	42,750.00	45,750.00	-3,000.00	-6.56%
CWP Pin	10.00	5.00	5.00	100.0%
Labels-4060	500.00	1,000.00	-500.00	-50.0%
Online-certificate request	54,835.00	49,665.00	5,170.00	10.41%
Fee-online testing	56,945.00	54,390.00	2,555.00	4.7%
Reciprocity Application	660.00	570.00	90.00	15.79%
Reciprocity Certificate	2,520.00	2,730.00	-210.00	-7.69%
Renewals	169,060.00	199,285.00	-30,225.00	-15.17%
Reprints	280.00	340.00	-60.00	-17.65%
TU Fee-4070	25,800.00	24,080.00	1,720.00	7.14%
Investments				
US Bank-Certificate of Deposit	58.63	0.00	58.63	100.0%
Capital One 360	988.89	947.07	41.82	4.42%
Total Investments	1,047.52	947.07	100.45	10.61%
Total Income	590,322.52	597,067.07	-6,744.55	-1.13%
Total Income	609,950.56	648,853.20	-38,902.64	-6.0%
Gross Profit	609,950.56	648,853.20	-38,902.64	-6.0%
Expense				
General Liability Insurance	31.75	236.25	-204.50	-86.56%
Short School	20,117.33	12,643.10	7,474.23	59.12%
Expenses				
On Line-T1 Line	4,785.00	0.00	4,785.00	100.0%
On Line-Web Development/Mtnce	875.00	0.00	875.00	100.0%
Attorney Fees	0.00	175.00	-175.00	-100.0%
ABC Conference-6033	10,457.54	18,293.22	-7,835.68	-42.83%
ABC Membership Dues	0.00	3,600.00	-3,600.00	-100.0%
Accounting Fees-6000	5,750.00	11,380.00	-5,630.00	-49.47%
Annual Letter/Mailings-6230	4,158.85	8,296.68	-4,137.83	-49.87%
Bank Charges-6030	74.20	118.60	-44.40	-37.44%
Board Expense-6031	5,032.16	4,075.01	957.15	23.49%
Credit Card Fees-6040	33,247.42	34,345.20	-1,097.78	-3.2%
Depreciation-6047	0.00	287.00	-287.00	-100.0%
Exam Fees				
On Line Exam Fees	79,831.00	52,659.00	27,172.00	51.6%
Regular Exam Fees-6080	68,676.00	52,660.00	16,016.00	30.41%
Total Exam Fees	148,507.00	105,319.00	43,188.00	41.01%
License & Filing Fees-6231	20.00	10.00	10.00	100.0%

CECTI

Profit & Loss Prev Year Comparison

January through December 2015

	Jan - Dec 15	Jan - Dec 14	\$ Change	% Change
Management Fee-6235	320,543.76	232,005.72	88,538.04	38.16%
Miscellaneous-6260	0.00	8,596.79	-8,596.79	-100.0%
OCPO-Website Development/Mtnce	20,829.99	22,440.76	-1,610.77	-7.18%
On Line Management Fee	0.00	27,631.26	-27,631.26	-100.0%
On Line Suite Rent	0.00	12,666.33	-12,666.33	-100.0%
On Line Misc	19,237.86	8,019.98	11,217.88	139.87%
Postage-6290	5,770.53	2,188.47	3,582.06	163.68%
Printing-6300	3,383.47	3,341.52	41.95	1.26%
Proctor Fees & Facilities Rent				
On Line Facilities & Equipment	1,260.00	0.00	1,260.00	100.0%
On Line Proctor Fees	6,057.43	1,576.62	4,480.81	284.2%
Regular Proctor Fees-6310	23,583.43	22,375.83	1,207.60	5.4%
Regular Facilities & Equipment	9,038.16	8,679.28	358.88	4.14%
Total Proctor Fees & Facilities Rent	39,939.02	32,631.73	7,307.29	22.39%
Refund-Test Application-6010	2,825.00	2,070.00	755.00	36.47%
State Certificate Fees-6350	0.00	20,145.00	-20,145.00	-100.0%
Supplies Office-6360	3,487.58	2,362.94	1,124.64	47.6%
Telephone-6390	933.99	1,012.49	-78.50	-7.75%
VOID Checks-6445	0.00	0.00	0.00	0.0%
Total Expenses	629,858.37	561,012.70	68,845.67	12.27%
Total Expense	650,007.45	573,892.05	76,115.40	13.26%
Net Ordinary Income	-40,056.89	74,961.15	-115,018.04	-153.44%
Net Income	-40,056.89	74,961.15	-115,018.04	-153.44%